

**S E C R E T**

15 July 64

**MEMORANDUM FOR:** CD/Sov  
CD/CAS  
CD/MIL  
CD/EE  
SA/R

**SUBJECT :** Report to President's Foreign  
Intelligence Advisory Board (PFIAB)  
for Fiscal Year 1964

1. Contributions have been requested from each of the DDI elements for inclusion in the report to the PFIAB covering agency activities for FY 1964.

2. The PFIAB has furnished guidance in outline form for preparation of the report. Portions of the outline which apply to OCI are as follows:

**Intelligence Production**

- a. **Current intelligence analyses:** (including organizational and procedural arrangements in the field and at headquarters; procedures for timely identification and exploitation of early warning and indicator-type data concerning developing crisis situations warranting prompt consideration at highest government level.)
- ✓ b. **National and Special Intelligence Estimates:** (Support to and participation in the preparation of NIE's and SNIE's for use in the national policy-making process).
- ✓ c. **National Intelligence Surveys:** (Support to and participation in the preparation of NIS's, including the status of implementation of NIS production schedules to meet national and military requirements).
- ✓ d. **Other significant intelligence productions:** (Identification of intelligence publications produced on a regularly scheduled basis for either inter-agency or intra-agency consumption.)

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**e. Deficiencies: (Significant gaps and deficiencies in departmental programs and efforts to meet intelligence and covert action needs, and steps being taken to remove such gaps and deficiencies.)**

**3. Under point (a) above, what is desired is a brief account of the main topics and issues covered by your division during FY 64 and generally how you interpreted them. D/Mil will, of course, respond to the request for procedures on early warning. Points (b) through (e) are self-explanatory.**

**4. The sky is the limit on classification. Please have your contributions in clean draft to me no later than COB, Wednesday, 22 July 64.**

  
**A/CA/SSS**

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10 July 1964

MEMORANDUM FOR: CA/AA  
✓ CA/SSB  
CA/WE  
CS/Pres  
CS/II  
SA/R

SUBJECT : Annual Report to the President's Board

1. The attached provides additional guidance for preparing the report to the President's Board and extends the deadline for same.

2. It is anticipated that some of you may not have anything to add to material already submitted in response to [ ] memorandum of 22 May. If in doubt, however, submit an addendum to your previous report. SSB and SA/R will have to amplify their reports in view of Paragraphs G(1) and G(2) of attachment.

3. Please have contributions to [ ] by  
COR 24 July.

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[ ]  
Special Assistant for Production  
Current Intelligence

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Attachment: a/s

Distribution:

1 - each addressee  
1 - ASP/CI  
1 - SA/CI Chrono  
SA/CI:yd/[ ] (10 Jul 64)

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